



Request for Proposal

Amador Plaza Road Bicycle and Pedestrian Improvements

In the
City of Dublin, Alameda County

Responses Due:

12:00 Noon, *WEDNESDAY, March 18, 2015*

City of Dublin
Public Works Department
100 Civic Plaza
Dublin, CA 94568

Request for Proposal

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TABLE OF CONTENTS

- 1. Project Description**
- 2. Scope of Services**
- 3. RFP Submittal Requirements**
- 4. Selection of Consultants**
- 5. Selection Process Dates**

SECTION 1 – PROJECT DESCRIPTION

Amador Plaza Road Bicycle and Pedestrian Improvements

The proposed Amador Plaza Road Bicycle and Pedestrian Improvements Project will be located along Amador Plaza Road between Dublin Boulevard and Amador Valley Boulevard. This area is a major retail district within downtown Dublin and receives heavy pedestrian and vehicular use. There are retail shops and restaurants on both sides of the street which generate heavy pedestrian traffic across Amador Plaza Boulevard. Currently, marked crosswalks are located 1,700 feet apart at the signalized intersections of Amador Plaza Road/Dublin Boulevard and Amador Plaza Road/Amador Valley Boulevard. The long distance between crosswalks has led to pedestrians crossing the street at mid-block locations. Additionally, there are many full-access driveways along the street, some of which are located in close proximity to intersections, as well as a two way left turn lane that creates unpredictable traffic movements. This situation encourages many bicyclists to use the sidewalks rather than ride in the roadway. On-street parking is allowed along portions of Amador Plaza Road, totaling approximately 30% of the street length. Maintaining some of the parking at key locations is important for local businesses. The City has received several requests for providing additional pedestrian crossings from business patrons in the area.

Approximately 200' north of the intersection of Dublin Boulevard and Amador Plaza Road are two major driveways. The driveway on the east side provides access to a major supermarket (Safeway with a Safeway Gas Station) and the driveway on the west side provides access to several major retailers (Dublin Place). Currently, no turn restrictions are present at these driveways. Left turning vehicles from all approaches struggle to get access in the existing two way left turn lanes, resulting in congestion in the area. The City has received requests to improve traffic circulation near this driveway.

The southbound approach of Amador Plaza Road at Dublin Boulevard sees significant queues during peak mid-day and evening hours. The current lane configuration includes two left turn lanes and one shared through/right lane. Right turning vehicles are obstructed from making a right onto Dublin Boulevard on a red light when a through vehicle is queued at the light. Additionally, the combined queue often exceeds the storage pocket and obstructs vehicles from entering the double left turn pockets. The traffic signal at Dublin Boulevard at Amador Plaza Road runs under signal coordination during the morning, mid-day, and evening rush hours.

There are several improvements planned along Amador Plaza Road to mitigate some of these issues. These improvements are recommended by the City's Bicycle and Pedestrian Master Plan and the Downtown Traffic Impact Fee (DTIF) program. This project is anticipated to be constructed in two or more phases. However, the scope of this RFP includes the complete design of phases I and II, which include the following improvements and key tasks:

1. Community outreach support to reach consensus on elements of design listed below (Phase 1 and 2).
2. Striping of mid-block crosswalks with curb extensions to improve visibility and to decrease

pedestrian crossing distance. Location of crosswalks will need to be determined and evaluated to ensure the ultimate need for number of crosswalks along the project limits (Phase 1).

3. Installation of Rectangular Rapid Flashing Beacon (RRFB) pedestrian warning devices at each proposed mid-block crosswalk (Phase 1).
4. Traffic circulation improvements at the southern driveway to Safeway along Amador Plaza Road This task will require the traffic analysis for existing and future conditions to ensure that changes to circulation patterns does not impact the overall circulation in the area, specifically at the intersection of Dublin Boulevard and Amador Plaza Road intersection (Phase 1).
5. On-street parking modifications (Phase 1 and/or 2).
6. Addition of a southbound exclusive right turn lane at the intersection of Amador Plaza Road and Dublin Boulevard (Phase 2).

A conceptual view of the proposed project can be viewed in the City's Bicycle and Pedestrian Master Plan, Chapter 6: Priority Projects. The Master Plan available for reference at <http://www.dublin.ca.gov/bikeways>. Please note some improvements shown in the Bicycle and Pedestrian Master Plan are not included in the scope of this RFP. Only improvements listed above are included in this RFP.

This project is expected to require community outreach and multiple public meetings are anticipated. Stakeholders will include adjacent businesses, property owners, and business patrons. The consultant is expected to present their analysis and alternative designs at these meetings. Additionally, the consultant may be required to present this information at one City Council meeting. Feedback received from these meetings should be taken into account during the design of the project.

The consultant is expected to review and take into consideration all pertinent planning documents, listed below in the Scope of Services. Planning documents are available for review on the City's website at <http://www.dublin.ca.gov>

SECTION 2 – SCOPE OF SERVICES

A. Community Outreach.

1. Consultant will be expected to provide technical and presentation support at up to three community meetings and one City Council meeting. Selected Consultant will be expected to prepare a community outreach strategy as the first order of business, which will outline the scope, timeline and outreach approach.
2. Prepare and conduct Powerpoint presentations and answer questions at up to three (3) community meetings
3. Prepare and conduct Powerpoint presentation and answer questions at up to one (1) City Council meeting

Deliverables:

- I. A Community outreach strategy
- II. Summary of all community meetings
- III. Recommendations on community consensus.

B. Review Existing Information

1. Review all pertinent planning documents including but not limited to:
 - i. City of Dublin Bicycle and Pedestrian Master Plan
 - ii. City of Dublin Downtown Traffic Impact Fee Program
 - iii. Downtown Dublin Specific Plan
2. Review all existing traffic circulation information including turning movement counts (All Safeway/Dublin Place driveways and Dublin Boulevard/Amador Plaza Road intersection).
3. Review Traffic Signal Coordination and Traffic Flush Plans.

Deliverable:

- I. A Memorandum summarizing key issues and recommendations, affecting the proposed project, from existing planning and operations documents

C. Additional Information

1. Conduct parking occupancy and turnover counts – 2 days
 - i. Half hour intervals – 11:30am to 1:30pm
 - ii. One hour intervals – all other times
 - iii. Saturday count – 11am to 8pm
 - iv. Wednesday count – 10am to 8pm
2. Conduct turning movement counts at other locations (if necessary)
3. Conduct additional traffic analysis as needed to prepare project alternatives
4. Perform field review of existing conditions

Deliverable:

- I. A technical memo compiling the collected data and pertinent findings.

D. Development and Documentation of Alternatives

1. Prepare memorandum containing analysis of data and alternative designs

- i. Consider all alternatives including installation of new traffic signal or traffic metering scheme at the Safeway/Dublin Place driveways.
 - ii. Prepare recommendation for turn movement restrictions at the driveways
 - iii. Prepare recommendation for parking modifications along Amador Plaza Road.
2. Prepare baseline project design schedule using critical path method and update schedule as necessary.

Deliverable:

- I. A memorandum recommending the best project alternative incorporating the best on-street parking supply, and turn restrictions at the driveways.
- II. Project Schedule with critical path analysis

E. Project Design: Plans, Specifications, and Estimates

1. Perform research of existing utilities and coordinate with utility companies as necessary.
2. Perform topographic Survey of project area.
3. Produce project design drawings
4. Prepare final engineering cost estimates and contract bid documents based on the latest bid item unit costs, Caltrans 2010 Specifications and Standard Plans, broken down by phase.

Deliverable:

- I. Project design drawings at the 65%, 90%, and 100% levels for both Phase 1 and Phase 2
- II. Construction cost estimates broken down by project phase
- III. Contract bid documents including technical special provisions for both Phase 1 and Phase 2

F. Construction Support

1. Perform construction staking services for both phases of the project
2. Respond to contractor requests for information
3. Construction submittal review
4. Record drawings

G. Right-of-Way Engineering and Appraisal

1. Perform boundary/topographic survey of any parcels from which right-of-way must be acquired for the construction of the exclusive right turn lane on Amador Plaza Road at Dublin Boulevard
2. Prepare the acquisition appraisal report for all parcels
3. Negotiate to acquire real property from owner.

Deliverable:

- I. Base Map in AutoCAD format
- II. Preliminary Right-of-Way Exhibit
- III. Plat and legal description for the parcel acquisition
- IV. Acquisition appraisal report

H. Eminent Domain Process (Optional Task)

- 1. Prepare "Notice of Intent to Adopt a Resolution of Necessity"
- 2. Prepare "Resolution of Necessity" to acquire property by eminent domain
- 3. Prepare and conduct presentation and provide support for a public hearing to adopt "Resolution of Necessity"

SECTION 3 - RFP SUBMITTAL REQUIREMENTS

Please prepare and organize your Proposal based on the requirements provided below. Any other information you would like to include should be placed in a separated section at the back of your Proposal. Please note however that the RFP submittal is limited to **15 pages maximum** (excluding resumes and Schedule of Fees), and should be submitted on 8 ½ x 11 paper, in 12-point font.

Interested firms are requested to submit two (2) bound copies, one (1) unbound copy, and one (1) electronic copy in Portable Document Format (PDF) on CD, DVD, or USB thumb drive media, of their Proposal as follows:

1. Provide a statement of the consultant's understanding of the project and the requested scope of services to be provided.
2. State the qualifications and experience of the firm/individual(s) and relevant past design experience.
3. Provide at least three references (names and current phone numbers) from recent work (previous five years) on similar projects.
4. Provide a preliminary schedule for the proposed work.
5. Provide an organization chart and include the duties of key personnel.
6. Provide a list of any subconsultants to be assigned to the project.
7. Provide confirmation of your firm's ability to meet the City's Standard Consulting Agreement and insurance requirements. Exceptions to the Agreement and insurance requirements shall be specifically noted in the Proposal.
8. Schedule of Fees: In a separate sealed envelope, provide one (1) copy of the Fee for performance of the scope of services, including a budget of hours for all team members and major project task.

Responses to this Request for Proposals must be submitted **no later than 12:00 noon on Wednesday, March 18, 2015**. The entire Proposal (excluding resumes and Scheule of Fees) is limited to a **maximum** of 15 pages. The submittals should be addressed as follows:

William Lai
Public Works Department
City of Dublin
100 Civic Plaza
Dublin, California 94568

Proposals submitted after the stated deadline will not be accepted for consideration.

Agreement

This Request for Proposal is being sent to the City of Dublin's current on-call consultants and will operate under the existing agreement with the City. Any modifications to the existing on-call agreement must be submitted along with the proposal.

SECTION 4 - SELECTION OF CONSULTANTS

The Proposals will be evaluated and scored (maximum of 100 points) using the following criteria:

1. Qualifications and specific experience of key project team members.
2. Quality and completeness of the proposal.
3. Experience with engagement of similar scope and complexity.
4. Satisfaction of City on previous projects with Consultant.

Selection Process

The City reserves the right to make the selection bases at its sole discretion. A subcommittee selected by City Staff will evaluate the proposals provided in response to this RFP.

The City reserves the right to reject any or all proposals. The City reserves the right to award a contract to the firm(s) that the City feels best meets the requirements of the RFP. The City reserves the right to reject any and all proposals prior to execution of the Agreement, with no penalty to the City.

SECTION 5 - SELECTION PROCESS DATES

March 2, 2015	Request for Proposal mailed to consultants.
March 18, 2015	Proposals due no later than 12:00 noon, Wednesday, March 18 at the offices of the City of Dublin, Public Works Department, 100 Civic Plaza, Dublin, CA 94568. <u>Late submittals will not be accepted.</u>
March 25, 2015	Consultant Interviews. Interviews may be conducted at the sole discretion of the City of Dublin. Few selected Consultants may be required to participate in the interview.
March 31, 2015	Consultant Selected

All requests, questions or other communications regarding this RFP shall be made in writing to the City of Dublin via email or U.S. Mail, and must be received by 12:00 noon, Tuesday, March 17, 2015. Address all communication to William Lai, Assistant Civil Engineer. To ensure written requests are received and answered in a timely manner, email correspondence is preferred.

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